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15 AUG 1988



MEMORANDUM FOR: Deputy Director for Administration

VIA: Director of Logistics

FROM: Edward J. Maloney
Director of Information Technology

SUBJECT: Senior ADP Acquisition Executive [REDACTED]

REFERENCE: Your memo to the IG, undated, Subject:
Review of ADP Acquisition Procedures (DA 88-1178)

1. With respect to the reference, we recommend that the Chief, Management Services Division, Management Group, OIT be designated as the Agency focal point for ADP acquisitions. The focal point officer's responsibilities will include designing and implementing a streamlined version of the existing ADP management review (as specified in Headquarters Regulation [REDACTED]), and maintaining status on ADP procurement actions. The Office of Logistics through its contracting officers will maintain its existing responsibility for business management. Contracting Officers will receive new financial management guidelines, currently under development by OL. This increased financial review should satisfy Congressional concerns with the cost-effectiveness of CIA ADP acquisitions. We, in turn, will work with the Office of Logistics and Office of Security, the key players in ADP acquisition, to develop expedited overall procedures that also provide better status visibility. [REDACTED]

2. [REDACTED] is the Chief, Management Services Division, and will have the responsibility for designing and

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implementing the new streamlined procedures. OIT will take the lead in revising The revised will clarify the process for the customer community. Our goal will be to have the new coordinated Agency-wide, and on your desk for signature by 1 January 1989. We will keep you informed of our progress.

Edward J. Maloney

Concur:

Director of Logistics

Date

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